



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

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(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

POLICY COMMITTEE

Friday, January 8, 2010
10:30 A.M.

Courthouse & Government Center
Board of Commissioner's Room

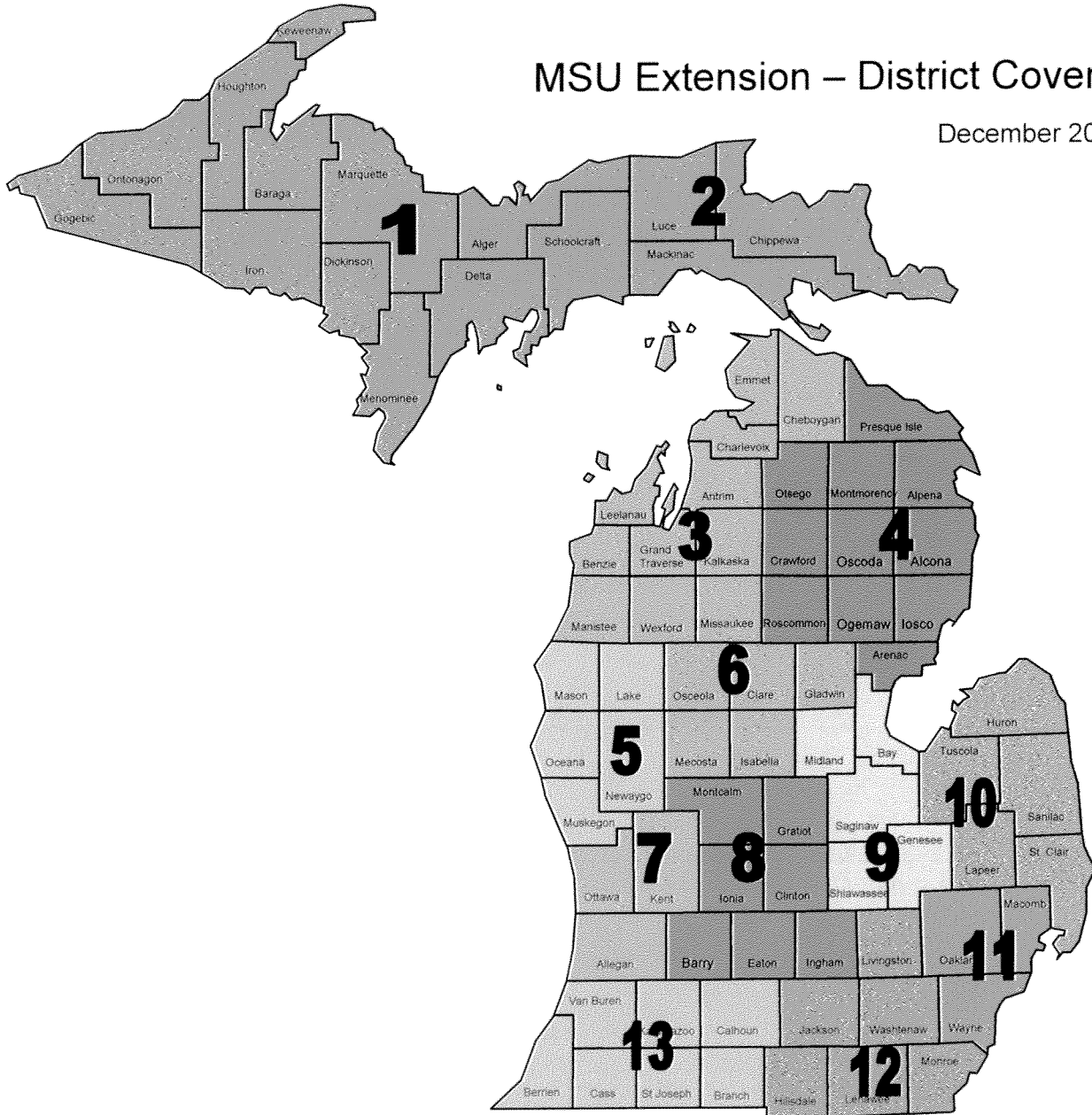
AGENDA

1. Ford Stone, Prosecuting Attorney, will appear before the Committee to request funds from the Education Fund Policy.
2. Elaine Bush, MSU Extension Director, will appear before the Committee to provide an update on changes being proposed to the MSU Extension operation. (APPENDIX A)
3. Continued review and discussion regarding possible modifications to the Education Fund Policy (this item was referred back to the Policy Committee by the County Board on December 15, 2009. (APPENDIX B)
4. Report on funds expended for the Employee Recognition Luncheon.
5. Review and discuss miscellaneous Resolutions from other Counties. (APPENDIX C)
6. Set Policy Committee meeting dates/times for the 2010 year.
7. Other items from Committee members.
8. Adjournment.

APPENDIX A

MSU Extension – District Coverage

December 2009



A-2

Thomas D. Kaminski

From: "Elaine Bush" <bushe@msu.edu>
To: <tdkaminski@manisteecountymi.gov>; <kjk5106@gmail.com>; <>windowman50@hotmail.com>; <pglottie@kaltelnet.net>; <trombonemsu@yahoo.com>
Sent: Tuesday, January 05, 2010 8:10 AM
Attach: Final District Map_jpg.mht
Subject: MSU Extension redesign:new district alignments

Dear Tom and commissioners: I am forwarding the letter below from our director Dr. Coon as well as a copy of the new district map. I will send a copy of this communication via snail mail to Erv, Ed, and Carl. If you have any questions about this, please do not hesitate to contact our current regional director Patrick Cudney, MSUE director Dr. Coon, or MSUE associate director Dr. Michelle Rodgers. I can provide you with their email addresses and/or phone numbers if needed. Sincerely, Elaine

January 4, 2010

Dear County Commissioner:

As we welcome a new year, I want to thank you for the valuable partnerships we have with all 83 Michigan County Boards of Commissioners. These are certainly challenging budgeting times for counties and the state of Michigan. . We spent the past year preparing for our future by positioning MSU Extension to be a key partner in transforming Michigan's economy and adapting to the challenging budget circumstances. We remain committed to being a primary source of information for communities who want to tap in to the critical expertise of Michigan's land grant university. Our goal is to complement assets in your community and focus on issues where we can have the greatest impact. We appreciated the opportunities we had to meet with, and learn from, county commissioners through the MAC Supercommittee meeting in September, and the involvement of county commission chairs or their designees in the five focus group discussions with associate director Michelle Rodgers in November.

During focus group discussions, and in subsequent communication, we explained that part of our redesign process involves a) maintaining our commitment to an MSUE office in every county, b) doing away with county Extension director and regional Extension director positions, c) reorienting our staff assignments and reporting to focus on programming, and d) coordinating county offices and staff members through multi-county districts. The latter requires a district coordinator who is responsible for seeing that we maintain strong collaborative relationships with our county and community-based partners.

1/5/2010

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I want to thank you for the feedback you gave us on these changes. We have used your feedback, combined with that from other community partners and MSUE staff members, in our planning process. When considering aligning counties into new districts, you told us that the number of counties in a district, the travel distance across the district, and the number of staff members assigned to the district were important considerations. That was all taken into account as we designed <<http://www.msue.msu.edu/go/go.cfm?0128>>the new district map (or see attached). These new districts will be fully implemented by July 1, 2010, and will replace our current regional structure.

Programming and staffing will occur across district lines as dictated by community needs. The districts simply provide a mechanism for organizing and reporting on our relationships with community-based partners.

District coordinators will be the primary contacts for commissioners regarding county budget and program issues. They will also identify additional partners and funding to help sustain MSUE programming and will serve as coaches and provide feedback on staff members' performance.

The search for district coordinators will begin immediately. Only existing MSU Extension staff members will be eligible to apply for these positions in the current process. You are invited to participate in the process by viewing candidates' online seminars and providing online feedback. Dr. Rodgers will share information about the seminars and Web links as they are scheduled (in late January and early February 2010). We value your input as we make strategic changes to enhance and sustain MSUE for 2010 and beyond.

I look forward to meeting with you in person at the MAC conference in March to provide further updates on our efforts to create Michigan's 21st Century Cooperative Extension Service.

Sincerely,

Thomas G. Coon, Director

Michigan State University Extension

Elaine M. Bush, CED
Manistee County MSUE
8840 Chippewa Hwy.
Bear Lake, MI 49614

1/5/2010

A-4

phone 231.889.4277
fax 231.889.5930
email bushe@msu.edu

EDUCATION FUND POLICY

Adopted April 21, 2006
Amended January 15, 2008
Amended December 16, 2009

In order to assist regular full-time employees to qualify for increased duties and responsibilities, further develop their technical and professional careers, and prepare for promotion, the County may provide assistance from its Education Fund. Assistance is designed to aid employees who initiate job-related college or technical school courses that will contribute to their overall effectiveness in their present position. Please note that Elected Officials are not eligible to apply for Education Fund dollars for their own personal use.

Regular full-time employees are eligible to apply for the education assistance after completion of twelve (12) months of continuous full-time employment and they must remain employed by the County for a minimum of ~~twenty-four (24) months~~ **forty-eight (48) months** after completion of approved training. An employee who voluntarily terminates his/her employment with the County, *or an employee who is terminated, dismissed or discharged with or without cause from his/her employment with the County*, prior to fulfilling this obligation will be required to reimburse the County for the assistance received prior to the release of his/her final check.

To take advantage of this Policy, employees must complete an application form which can be obtained in the Administration Office. This application must also be signed by the employee's Supervisor. Prior to participation in a class, the employee's Supervisor and the employee must appear before the Policy Committee to request Education Fund dollars and provide an explanation for their request. The education program cannot conflict with normal job duties. Employees must take classes during non-work hours and employees taking online classes must do the work at home. Reimbursement is limited to tuition costs paid by the employee subtracting scholarships, tuition grants or other third party payments.

Recipients of education assistance funds are required to maintain a minimum 3.0 GPA, and written evidence of their grades shall be submitted to the County after the completion of each term. An employee must first pay the necessary education expenses and maintain appropriate evidence of such payment. Under no circumstance shall the County reimburse employees for meals, travel, lodging, books, or miscellaneous expenses. Reimbursement will be made upon the employee presenting their grades and a copy of the receipt of the actual payment made.

In the event the employee fails to successfully pursue the degree in accordance with the request provided to the Policy Committee, or in the event the employee does not maintain a 3.0 GPA, the employee will not be eligible for reimbursement.

Courses may be taken at community colleges, four-year colleges, universities, trade schools, vocational schools, technical schools and institutes licensed, authorized or approved by the State Department of Education. All credits must be transferrable to a major university.

The benefits provided under this Policy may be unilaterally modified or eliminated by the County at any time, at its sole discretion. Funds available each year may be limited based on budget constraints. In the event this Policy is modified or eliminated, reimbursements noted above shall be limited to those classes in which an employee is enrolled and actively participating at the time that this Policy is modified or eliminated.

APPLICATION FOR EDUCATION ASSISTANCE FROM THE
MANISTEE COUNTY EDUCATION FUND

Name: _____

Department: _____

Title: _____

Degree Seeking: _____

Amount Requesting: _____

Educational Institution: _____

Anticipated Degree Completion Date: _____

Explanation of Education Assistance Request: _____

Signature of Employee: _____

Dated: _____

Signature of Supervisor: _____

Dated: _____

____ Approved by Policy Committee on _____

____ Approved by County Board on _____

Amount Approved \$ _____

____ Disapproved by Policy Committee on _____

Comments: _____

COUNTY OF LAKE
STATE OF MICHIGAN
Resolution # 12/23/2009 1215

**A RESOLUTION URGING IMPLEMENTATION OF THE STATE SUBSTANCE
ABUSE TREATMENT AND PREVENTION ALLOCATION FORMULA**

WHEREAS, the Michigan Public Health Code directs the Office of Substance Abuse Services to "...recommend to the governor and legislature criteria for a formula basis for the distribution of substance abuse state and federal funds for substance abuse treatment and prevention", and

WHEREAS, a 2005 Performance Audit of the Bureau of Substance Abuse and Addiction Services recommended that "...BSAAS review its methodology for allocating funds to its regional CAs to help insure that funding for substance abuse prevention and treatment services is based on the needs for those services in each region", and

WHEREAS, BSAAS agreed with the audit finding and convened and facilitated an Advisory Formula Allocation Workgroup, and

WHEREAS, the Advisory Formula Allocation Workgroup recommended an allocation formula to BSAAS in August of 2005 that has not been implemented, and

WHEREAS, Northern Michigan Substance Abuse Services, Inc. is the Regional Coordinating Agency for the counties of Alcona, Alpena, Antrim, Benzie, Charlevoix, Cheboygan, Clare, Crawford, Emmet, Gladwin, Grand Traverse, Iosco, Isabella, Kalkaska, Lake, Leelanau, Manistee, Mason, Mecosta, Midland, Missaukee, Montmorency, Oceana, Ogemaw, Osceola, Oscoda, Otsego, Presque Isle, Roscommon and Wexford, and

WHEREAS, the annual allocation of funds by BSAAS to Northern Michigan Substance Abuse Services is nearly \$1.1 million less than determined by the formula developed by the Advisory Formula Allocation Workgroup, and

WHEREAS, the lost funding causes reduced services for the residents of the 30 counties served by Northern Michigan Substance Abuse Services, and

WHEREAS, the funding inequity results in disproportionate human and financial costs within the referenced counties, including increased medical, law enforcement, judicial and other costs.

NOW THEREFORE, BE IT RESOLVED BY THE Lake County Board of Commissioners, that the Lake County Board of Commissioners urges the Michigan Department of Community Health Bureau of Substance Abuse and Addiction Services to immediately begin the implementation of the allocation formula as recommended by the Advisory Formula Allocation Workgroup in August of 2005; and

BE IT FURTHER RESOLVED, that this resolution be transmitted to the Michigan Department of Community Health Bureau of Substance Abuse and Addiction Services, to the County Board of Commission for each of the thirty counties served by Northern Michigan Substance Abuse Services and to Northern Michigan Substance Abuse Services.

STATE OF MICHIGAN)
COUNTY OF LAKE)SS
)

I, Shari Gibbs, Deputy Clerk of the Board of Commissioners for the County of Lake, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the Board at its regular meeting on December 23, 2009.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the County of Lake this 23rd day of December, 2009 at Baldwin, Michigan.

Shari L Gibbs
Shari Gibbs, Deputy Clerk of the Board

MACKINAC COUNTY BOARD OF COMMISSIONERS

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 St. Ignace, Michigan 49781
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CARL FRAZIER
 District 1

LAWRENCE LEVEILLE
 District 2

DAWN NELSON
 District 3

MIKE PATRICK
 District 4

CALVIN MCPHEE
 District 5

SNOWMOBILE ADVISORY COMMITTEE RESOLUTION

WHEREAS, the State of Michigan Snowmobile Advisory Committee advises the MDNR on the development of safety education and training programs and the allocation of funds from the recreational snowmobile trail improvement sub-account and the development of a comprehensive plan for the use of snowmobiles in the state; and

WHEREAS, Michigan has the largest population of registered snowmobiles in the U.S. and Canada; and

WHEREAS, Snowmobiling generates over \$1 billion dollars in revenue throughout the state of Michigan; and

WHEREAS, The Governors Executive Order 2009-45 dissolves the Snowmobile Advisory Committee and stands up the Michigan Trails Advisory Council (MTAC) with seven (7) members allowing only one member to be from the snowmobile sport.

WHEREAS, The Governors Executive Order 2009-54 modifies the membership of the MTAC to road Michigan Snowmobile Trails and Advisory Council (MSTAC) and adds two additional members.

WHEREAS, Membership of the MSTAC would only mandate three (3) of the nine (9) members to be from the snowmobile sport; and

WHEREAS, Other members of the MSTAC are made up of ORV and non motorized members; and

WHEREAS, Snowmobile registrations and snowmobiles trail permits pay for the snowmobile trail program; and

WHEREAS, Michigan trails are considered the premier trails in the Midwest; and

WHEREAS, Small businesses rely on the revenue generated during the snowmobile season; and

WHEREAS, Nearly all trails in the State of Michigan are maintained by volunteers; and

WHEREAS, There is a need for the snowmobile trail system in the State of Michigan to be managed by snowmobilers; and

WHEREAS, Snowmobile members of the SAC are volunteers and costs are minimal and paid for by snowmobile registrations; and

THEREFORE BE IT RESOLVED, We the Mackinac County Board of Commissioners fully support retaining the Snowmobile Advisory Committee (SAC) to act an advisory committee to the newly created Department of Natural Resources and Environment (DNRE).

ROLL CALL VOTE

Moved by: Patrick

Supported by: McPhee

Ayes: McPhee, Patrick, Leveille

Nays: None

Absent: Frazier, Nelson

Dated: December 10, 2009

Lawrence Leveille
Lawrence Leveille, Vice Chair

I, Mary Kay Tamlyn, Clerk of the Mackinac County Board of Commissioners, do hereby certify and set my seal to the above resolution as adopted by the Mackinac County Board of Commissioners at their regular meeting held on the 10th day of December, 2009.

Mary Kay Tamlyn
Mary Kay Tamlyn, County Clerk